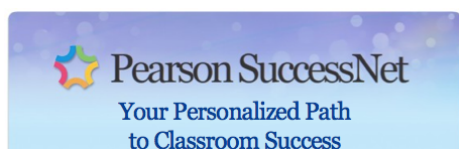


Changing Grade-Level Resources on Pearson SuccessNet

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Information Technology Department
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Sandy, UT 84070
801-826-5544

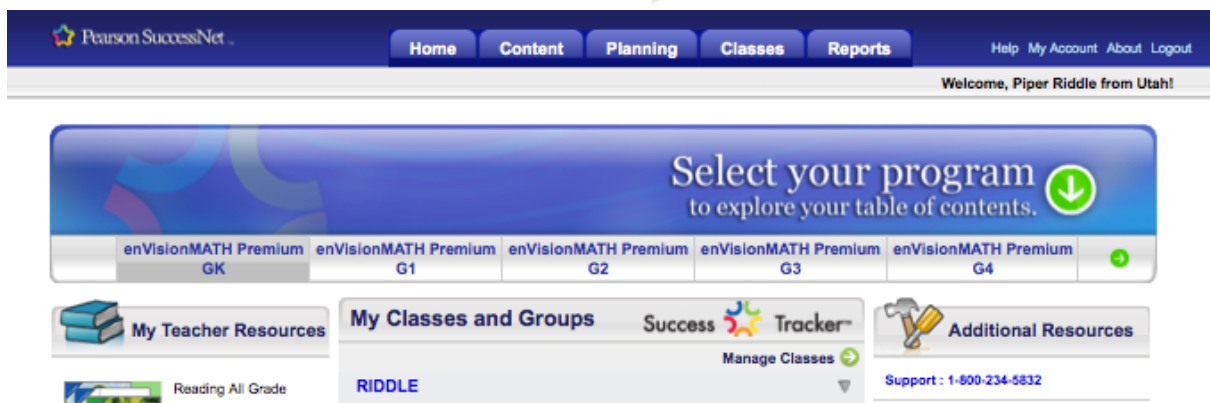
Part 1: Adding New Resources to Your SuccessNet Account

1. Go to <http://www.pearsonsuccessnet.com>

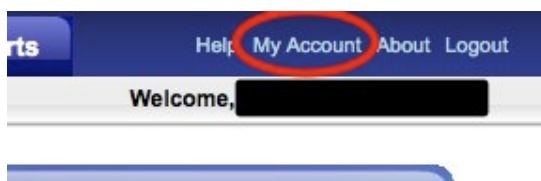


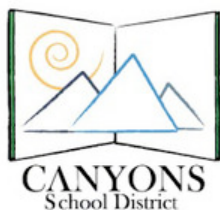
2. Log in to your account using your username and password.

3. You should now be looking at a screen similar to the one below:



4. Click on "My Account".





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5. Under “My Products”, click on “Manage Products”.

Product Name	Type
Reading Leveled Readers	Student Edition Textbook
Science Leveled Readers	Student Edition Textbook
Social Studies Leveled Readers	Student Edition Textbook

6. Click on “Add new products”

Product Name	Remove Products	Product Type	Associated Classes/Groups	Display in My Books
enVisionMATH Premium G1		Integrated Digital Path Product	R1/Y1 F	Hide

7. Enter the grade level access code for the appropriate grade level (i.e. if you now teach 4th, add 4th):

K : SFMADP11NTENGKB
1st: SFMADP11NTENG1B
2nd: SFMADP11NTENG2B
3rd: SFMADP11NTENG3B
4th: SFMADP11NTENG4B
5th: SFMADP11NTENG5B
6th: SFMADP11NTENG6B

Enter the product access code and click Check code below.

Access code:



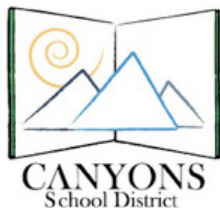
8. Click on “Check code”.

9. Click on “Save”.

10. **IMPORTANT:** Log out and log back in for changes to be reflected in your account.

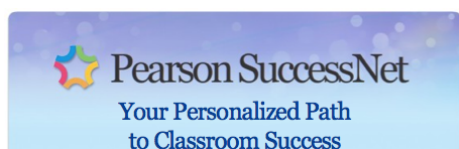
11. Once you have logged back in, you may begin using the on-line digital resources in your library. Explore and enjoy!

To learn more or to check out EnVision & SuccessNet tutorials, please visit www.myPearsonTraining.com. Resources are also available in the Professional Development section of it.canyonsdistrict.org.



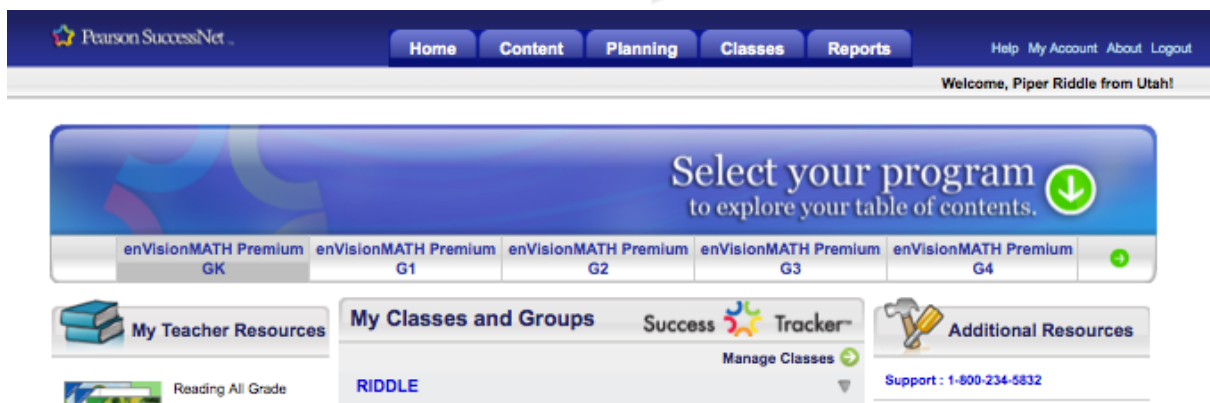
Part 2: Removing Old Resources From Your SuccessNet Account

1. Go to <http://www.pearsonsuccessnet.com>

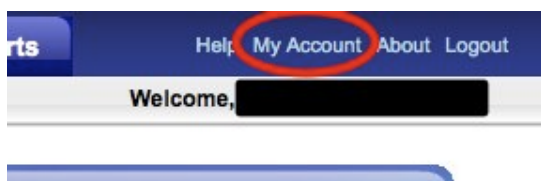


2. Log in to your account using your username and password.

3. You should now be looking at a screen similar to the one below:



4. Click on "My Account".





5. Under “My Products”, click on “Manage Products”.

Pearson SuccessNet

Home Content Planning Classes Reports Help My Account About Logout

My Account

My Profile

School: CRESCENT VIEW MIDDLE SCHOOL
ZipCode: 84070
State: Utah
Title: Ms.
First name: Piper

My Products

Product Name	Type
Reading Leveled Readers	Student Edition Textbook
Science Leveled Readers	Student Edition Textbook
Social Studies Leveled Readers	Student Edition Textbook

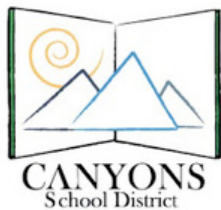
Manage products

6. Click the “Remove” button next to any product you no longer need.
Note: There will likely be several items to remove for each grade level.
Look at the right end of the title of each item to know the grade level.

My Products

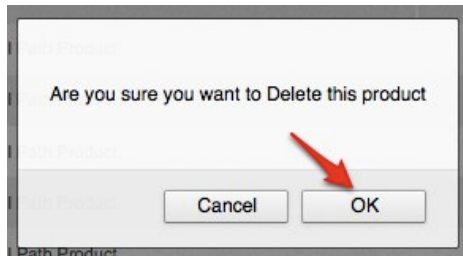
Add selected products to your class/group Add new products

	Product Name	Remove Products	Product Type	Associated Classes/Groups	Display in My Books
<input type="checkbox"/>	Mathematics Online Student Edition 2011 G3	<input type="button" value="Remove"/>	Student Edition Textbook		<input type="button" value="Hide"/>
<input type="checkbox"/>	Math ST Premium 2009 Bilingual GK	<input type="button" value="Remove"/>	Success Tracker		
<input type="checkbox"/>	Math ST Premium 2009 Bilingual G1	<input type="button" value="Remove"/>	Success Tracker		
<input type="checkbox"/>	Math ST Premium 2009 Bilingual G2	<input type="button" value="Remove"/>	Success Tracker		
<input type="checkbox"/>	Math ST Premium 2009 Bilingual G3	<input type="button" value="Remove"/>	Success Tracker		
<input type="checkbox"/>	Math ST Premium 2009 Bilingual G4	<input type="button" value="Remove"/>	Success Tracker		
<input type="checkbox"/>	Math ST Premium 2009 Bilingual G5	<input type="button" value="Remove"/>	Success Tracker		
<input type="checkbox"/>	Math ST Premium 2009 Bilingual G6	<input type="button" value="Remove"/>	Success Tracker		
<input type="checkbox"/>	enVisionMATH Premium GK	<input type="button" value="Remove"/>	Integrated Digital Path Product		<input type="button" value="Hide"/>



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7. Click "OK" to confirm the deletion.



8. Remove any additional grade level products you no longer need. **WARNING: Do NOT delete the Bilingual products for the grade levels you are using. The Bilingual products are necessary for SuccessNet to function properly.**
9. **IMPORTANT: Log out and log back in for changes to be reflected in your account.**
10. Once you have logged back in, you may begin using the on-line digital resources in your library. Explore and enjoy!

To learn more or to check out EnVision & SuccessNet tutorials, please visit www.myPearsonTraining.com. Resources are also available in the Professional Development section of it.canyonsdistrict.org.